



STATE OF DELAWARE
STATE FIRE PREVENTION COMMISSION
DELAWARE FIRE SERVICE CENTER

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DOVER, DELAWARE 19904

STATE FIRE PREVENTION COMMISSION

Monthly Meeting

April 18, 2018

MEMBERS PRESENT

Alan Robinson, Jr., Chairman
Ron Marvel, Vice Chairman
David J. Roberts
Tom DiCristofaro
Lynn Truitt
Marvin C. Sharp - absent
Ted Walius

ALSO PRESENT

Patricia Davis, Deputy Attorney General
Patrick Matthews M.D., BLS Medical Director
Sherry Lambertson, Executive Specialist
David J. Truax, Investigator/Compliance Officer
Grover P. Ingle, State Fire Marshal
Robert P. Newnam, Director, State Fire School

GUESTS

Jay Jones, DVFA
Richard Toulson, Past President, DVFA
Jenn Knox, Cheswold Fire Co., Past President DVFA
Terry Jester, SCVFA, President

GUESTS CONT.

Steven C. Deery, Jr., Indian River Fire Dept., Fire Chief
Richard T. Perillo, DVFA
W. Mike McMichael, DSEMSA
Willard (Bill) Betts, DVFA
Ray Stevens, Past President DVFA

CALL TO ORDER

Chairman Robinson called the meeting to order at 9:00 a.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF MARCH 20, 2018 COMMISSION MEETING MINUTES

It was moved by Commissioner Dicristofaro, and seconded by Commissioner Roberts that the minutes of the March 20, 2018 Commission meeting be approved. Motion carried by unanimous vote.

REGULAR BUSINESS

REPORT OF THE STATE FIRE MARSHAL

INFORMATIONAL ITEMS

Personnel Items

Fire Marshal Ingle reported that R.T. Leicht received his 20 year service award. It was moved by Commissioner Dicristofaro, seconded by Commissioner Truitt to send Mr. Leicht a letter to recognize his years of service. Motion carried by a unanimous vote.

Fire Marshal Ingle reported that Deputy Fire Marshal Michael Pfaffenhauser is attending the National Fire Academy for the Fire/Arson and Interview & Interrogation certification class.

Fire Fatalities

A fire victim that received burns and smoke inhalation from a February Fire on Teabury Lane in Georgetown has been released from Crozier and is recovering from those injuries.

Fire Fatalities cont.

The third and fourth fire fatality of the year occurred in the City of Wilmington on March 25th. Just after 7 PM the Wilmington Fire Dept. (WFD) was dispatched to a house fire in the 400 block of West 23rd St., Wilmington. On arrival they encountered heavy fire showing on the first floor. Three subjects (one adult and two children) were removed by firefighters and transported to Christiana Hospital and A.I. DuPont Hospital. An 11 month old child was pronounced deceased at the A.I. DuPont Hospital and a female adult victim succumbed to her injuries at Crozier. The Office of the State Fire Marshal Major Incident Response Team was request by Wilmington Fire Chief Donohue and assisted with the investigation. The incident is being handled by the Wilmington Fire Marshal's Office. It has been confirmed there were no working smoke alarms in the house. No further information is available at the present time and the investigation continues.

The fifth fire fatality of the year occurred March 26, 2018 shortly after 1 PM. Frederica Fire Company was dispatched to a structure fire in the unit block of St. Agnes St., Frederica. On arrival heavy fire was showing from a building and one subject was unaccounted for from the structure. During fire suppression activities an elderly male victim was located deceased inside the structure. There were no smoke alarms as this was the victims' workshop. The incident remains under investigation with no further information available at the present time. Exposures involved two additional structures.

Fire Investigations of Interest

March 20, 2018 there was a fire at Amazon in Middletown's fire district. There was an active fire in the processing area. The building sprinkler system suppressed the fire and contained it to the area of origin. The fire originated from static electricity and vapors coming from aerosol cans. There was minimal damage due to the sprinkler system.

March 23, 2018 there was a large loss fire at the Dollar Tree in the Beaverbrook Plaza, Wilmington Manor fire district. It was determined to be an arson. A person was taken into custody by State Fire Marshal Deputies late Saturday afternoon and has been arrested and charged with Arson 1st and Reckless Endangering 1st. He was committed to Howard Young Correctional Facility.

Two incidents occurred in the Mill Creek fire district at the Alpha Shopping Center. The incidents remain under investigation. Earlier in the week there were tow vehicle fires in the parking lot involving a Molotov cocktail.

Fire Investigations of Interest

March 22, 2018 there was a fire at the Midway Outlets in the Polo Ralph Lauren store. An automatic fire alarm reported the fire shortly after 4 AM. There was a malfunction with florescent lights that ignited nearby combustibles. There was smoke in the building upon fire department arrival, and the sprinkler system contained the fire to its place of origin.

March 29, 2018 there was a large loss fire in Newark at approximately 2PM. The fire department arrived at Frenchtown Woods address with outside fire conditions to the rear of the structure. The fire made its way into the eaves and up to the roof area. There was over \$200,000 in damages. The fire was caused by discarded smoking materials on the deck.

April 15, 2018 a teacher came into Sussex Middle School turning on a kiln in the art room. The teacher left without turning the kiln off and nearby newspaper was ignited. The fire put its self out, but the school had to close due to smoke throughout the building and minor damage. The fire didn't activate the sprinklers because it was not very hot, nor did it activate the fire alarm system because detectors were not required to be in that room.

April 15, 2018 there was a large loss fire in the Claymont fire district. Stoney brook Townhomes had an outside fire that got into the eaves of the home and up to the roof area. The fire displaced 18 people who were being assisted by the Red Cross. The fire was caused by a charcoal ashes from a barbeque grill on the rear deck of the home. The buildings had sprinklers, but because they are residential they are not required to have sprinklers in the attic. Although, when the fire entered the bedrooms and other areas upstairs, the sprinkler system worked as it was designed to work.

April 18, 2018 there was an incident on the 200 block of N. DuPont Hwy. A victim was removed and treated for smoke inhalation. This fire remains under investigation.

DTI Program Update

Fire Marshal Ingle reported that his agency continues to work with DTI on the program that is being developed for the agency. Program testing continues and is going well. Some of the current concerns are being addressed and the project continues to move forward.

FM1 Out of State

Fire Marshal Ingle will be out of state from April 18th – 20th attending the CFSI Conference in Washington. He will be attending FDIC in Indianapolis, April 24th – 28th. Assistant State Fire Marshal Chionchio will be in charge of any immediate needs during these times.

Arson Awareness Week

May 6th – 12th has been designated as Arson Awareness Week. This year's focus will be vacant structures.

DFIRS Incidents Received

TOTAL STATE PARTICIPATION IN COMPLIANCE			
77 %			
DELINQUENT DEPARTMENTS			
New Castle County			
Cranston Heights		January - February	
Townsend		December 2017 – January – February 2018	
Port Penn		February	
Kent County			
Bowers		January – March, May – August, October, 2017 January – February 2018	
Dover		February	
Cheswold		June, August – December 2017	
Harrington		February	
Hartly		January – February	
South Bowers		May – December 2017, January – February 2018	
Sussex County			
Delmar		February	
Frankford		February	
Georgetown		February	
Laurel		February	
Roxana		December 2017, January – February 2018	
OVERDUE REPORTS BY DAYS			
30 Days	60 Days	90 Days	90+ Days
7	2	1	4

Source: DFIRS Incidents received as of 4/04/18.

REPORT OF THE STATE FIRE SCHOOL DIRECTOR

Director

- MOU – Legislative Council & DSFS - General Assembly relocation COG plan. This plan is in place in the event of the building being unable to be occupied. It will allow the Commission and Fire School office's to remain functional, yet allow parts of the building to be used as the House Chamber, Senate Chamber and other areas that will be utilized. This is the same type of MOU agreement with DTI in case something would happen at the William Penn Building.
- Student injury
 - BFFS, ladders – passed out, transported to KGH
 - In-service Structural, shoulder pulling hose – transported to KGH
- Haz. Mat. Awareness Pro-Board test – 96 tested – 77 passed 80%
- Voluntary Firefighter Injury Review & Education Program – this is a recommendation that Compliance Officer Truax is working on with Director Newnam. A final document will be brought to the Commission for approval in the future.
- Received 2 new Hazard Houses for Safety programs. Both Hazard Houses have been placed into service.
- A Physical Security Assessment of the Fire Prevention Commission and Delaware State Fire School was performed by the Capital Police. Director Newnam intends to review it with his staff for comments. Director Newnam wanted to make the Commission aware of some of the recommendations and share his thoughts. He felt the recommendation of a single point of entry being established is not conducive to an educational facility. He does not agree that a single point of entry is helpful unless a guard is at the door stating who is and is not allowed in the building. It is suggested that gates should be closed at all times. Director Newnam stated that he understands security, but there comes a time when you can go too far with it.

Cameras were recommended for the doorways that open from the outside and for those cameras to be monitored from a central location within the facility. Director Newnam already had in place to order these types of cameras in the current construction project prior to this assessment. The cameras will be monitored by the receptionist and three other staff members are capable of pulling it up. However, his concern is it was suggested that the person monitoring the cameras should be trained to know what they are looking for and how to react. He doesn't have a person that is going to monitor the cameras all day.

A panic alarm system was recommended and the Director intends to look into this.

Director cont.

It was recommended that student and visitors should be issued student or visitor IDs or passes. Director Newnam doesn't feel that this is reasonable or easily functional to accomplish.

It was recommended that a plan be developed to help evacuate the building in cases of emergency including fire, or any natural or manmade disaster. Should an active shooter situation develop, a Shelter in Place plan should also be developed. Director Newnam agreed that the staff and instructor's need to be trained in this area. He took exception with the Shelter in Place area because it is not feasible for the school.

Director Newnam stated that he is working to make sure that the building is secured and welcomes any questions or comments from the commissioners after they review the report.

Staff Activities

- IFSAC Conference – Oklahoma City, OK – April 10-15 – Senior Instructor Lowe
- Vision 20/20 Fire Symposium – Reston, VA – April 8-11 – Senior Instructor Lowe – Training Educator O'Malley
- Smoke alarms & residential sprinklers interview (WRDE-Lewes) – Senior Instructor Lowe
- AFG Grant review – April 9-13 – Baltimore – Senior Instructor's Brennan and Gajdos
- IAFC's Fundamentals of Fire Fighter Skills, book review – Senior Instructor Ingram
- Sexual Harassment Awareness presentation - Ocean City – 4/1, Delmarva Safety Conf. – Senior Instructor Dempsey
- Speak to Daughters of the American Revolution/Lewes Library – 4/12 – Senior Instructor Dempsey

Programs/Courses

Figures in red are reference to last year's comparison of class attendance.

- Current Month
 - Structural Fire Fighting – 81 students (98)
 - Advance Vehicle Rescue – 28 students (23)
 - Vehicle Rescue Seminar - 19 students (28)

- Vehicle Rescue – 48 students (8)
- Fire Observations – 12 students
- Fire Evolutions – 15 students
- 1851 Program (PPE inspection and service) – 53 total attendees, 25 companies
 - NC, 28 students, 14 – KC, 11 students, 6 - SC, 14 students 5 companies
- Brigade II – Intermediate Skills – 14 students
- Custodial Fire 44 (59)
- Industrial Confined Space Rescue – 15 students (9)
- Brigade III – Advanced Exterior Skills – 10 students (cancelled 2017)
- Brigade III – Interior Structural Skills – 3 students (11)
- EVO Kent evening – 27 students (15)
- ICS 300 – New Castle Division – 12 students
- Divisions Usage
 - New Castle – 18 classes scheduled (18)
 - Kent – 11 classes scheduled (9)
 - Sussex 3 classes scheduled (4)
- Additions – Revisions
 - Updated tanker slides to match the new props – Stephens

EMS

- **Current Month**
 - CEU programs – 9 classes scheduled (3)
 - EMT Testing/Practical's
 - EMR – Kent – 7 students (10)
 - EMT Refresher - 6 students (6)

Public Education and Injury Prevention - Activity Report

- **Current Month**
 - Fire Safety Programs – 4 scheduled (5)
 - DSFS Tours – 2 scheduled (2)
 - Fire Safety Displays - 5 scheduled (1)
 - Injury Prevention Programs – 10 scheduled (4)
 - Injury Prevention Events – 1 scheduled (2)

Maintenance – Building and Grounds

- Routine repairs on the grounds
- Relocation of the display board, employee plaque and patch board
- HVAC project- proceeding, expected to begin Phase 2 first of May (Rooms 7-8-9-10). They are currently working in the Commission and DSFS Office Area. They are approximately six weeks behind of schedule.
- Office Remodeling – back on schedule

Financial

- Past Due Billings
 - 30 days – 23,635.00
 - 60 days – 790.00
 - 90 days – 0.00
 - 120 days – 0.00
 - 20678 Tuition Fund – 521,711.00
- Accounts receivable – 40,226.00
- Revenue Comparison
 - Tuition – 2018 – 68,797.00, 2017 – 64,261.00
- Special Funds Summary – The Special Funds Summary report was submitted to the Commissioners for review.
- Expenditure Report – The Expenditure report was submitted to the Commissioners for review.

Staff and Office Staff Meeting Minutes

Staff and office staff meeting minutes were submitted for Commission review

Personnel Issues

Director Newnam reported the Maintenance Supervisor Charles Bradley has returned to work with limited duties after medical leave.

BLS MEDICAL DIRECTOR

The Narcan distribution plan for the OEMS Narcan stock has begun. 420 have been distributed in Kent and Sussex Counties to date. New Castle County is currently able to obtain their Narcan through an arrangement made with a pharmacy. There are 10 Kent County Companies that received and 20 Sussex County Companies participating in the Narcan distribution. Kent County companies received 150 Narcan kits and Sussex County companies received over 280 Narcan kits. Dr. Matthews is unaware of any new

Kent and Sussex County Companies that have asked to participate in the Narcan distribution program. No companies have requested a resupply at this time.

Dr. Matthews reported that the flu continues to be widespread statewide as well as nationally, but the numbers are beginning to decrease weekly. To date there are over 8,000 lab confirmed cases in Delaware compared to 4,500 last year. Thirty two flu related Delaware deaths. There is a concern of a second wave of influenza B, but there is no data to support that.

The ALS and BLS Standing Orders Committee has met four times. All of the Protocols have been reviewed and suggestions submitted by the committee members. There is a final meeting scheduled with the Medical Directors to review from their standpoint. The ALS portion will be reviewed after that. They are still on the path of having the ALS and BLS Standing Orders prepared for the DVFA Conference this year in September.

REPORT OF THE INVESTIGATOR/COMPLIANCE OFFICER

11 Annual Ambulance Unit Inspections

0 New Unit Inspections

8 Complaints Received

5 Arrest Notifications were received.

4 New Investigations

10 Open Investigations 2018

10 Open Investigations 2017

Investigator Truax requested the closure of Case Numbers 1805 and 1809. He also requested hearing dates for Case Numbers 1719, 1724 and 1725.

It was moved by Commissioner Dicristofaro, seconded by Commissioner Truitt to close Case Numbers 1805 and 1809 per the recommendation of Investigator Truax. Motion carried by a unanimous vote.

It was moved by Commissioner Dicristofaro, seconded by Commissioner Truitt to set hearing dates for Case Numbers 1718, 1724 and 1725. Motion carried by a unanimous vote.

REGULAR BUSINESS

ACTION ITEMS

Review Quarterly Scratch Reports – January, February, and March

Commissioner Dicristofaro reported that New Castle and Sussex Counties are in compliance with the scratch rate requirements. Marydel Fire Company has an ongoing scratch rate concern in Kent County. In 2016 they had a 12% rate the third quarter, and an annual percentage of 10%. In 2017 they had a 13.3% in the first quarter, 16.5% in the second quarter and an annual percentage of 9.7%. The first quarter of 2018 is showing a 12.1% scratch rate. The Commission has concern with this ongoing high level of scratch rate.

It was moved by Commissioner Dicristofaro, seconded by Vice Chairman Robinson to appear at the May, 2018 Commission meeting to discuss their excessive scratch rate and any corrective action plan they may have. Motion carried by a unanimous vote.

BLS Agency Request – DNREC

An email was received by Kris Knutsen of DNREC requesting to be established as a certifying BLS agency. After discussion it was agreed that Dr. Matthews, BLS Medical Director, Investigator Truax, Sherry Lambertson, Executive Specialist, Director Newnam, and Deputy Attorney General Davis will reach out to DNREC to determine what their specific needs are and determine a possible approval after the review. Motion carried by a unanimous vote.

Terry Jester, SCVFA and Steven Deery, IRVFC - Sussex County Ambulance Service

President Terry Jester, SCVFA addressed the Commission on behalf of the Sussex County Volunteer Firefighters Association. Mr. Jester stated that IRVFC has been unable to make contact with Mid Sussex Rescue Squad to discuss a contract between themselves and IRVFC. He stated that the Commission should not be shocked if surrounding companies stop responding to calls in the Mid Sussex Rescue Squad district. Chairman Robinson responded that the Commission will not be threatened by such an accusation. If another company made the decision to not respond to a call, they would also be held accountable.

Chief Steven Deery of the Indian River Volunteer Fire Company submitted a secondary ambulance application to Ms. Lambertson of the Commission. The application was submitted without a contract between Mid Sussex Rescue Squad and Indian River Fire Company. This contract is required by Fire Prevention Commission regulation. Chief Deery stated that Indian River Fire Company has attempted to contact Mid Sussex Rescue Squad without success.

Terry Jester, SCVFA and Steven Deery, IRVFC - Sussex County Ambulance Service cont.

President Patrick Miller submitted correspondence on behalf of Indian River Volunteer Fire Company requesting assistance with the recommendations to pursue a secondary ambulance service application in and for the fire district of Indian River. He stated that 40% of Indian River Volunteer Fire Company's emergency alerts are EMS related and he believes that a more proactive approach needs to be forth coming within the immediate foreseeable future. For this reason they stated they have commenced with the secondary ambulance service request in order to prepare for the anticipation of successful application. The Indian River Volunteer Fire Company has attempted to reach out to the current emergency medical service provider for the fire district with no avail. President Miller stated that IRVFC has not been successful in having even a phone conversation with Mid Sussex Rescue Squad.

Deputy Attorney General Davis stated that this agenda item was not submitted as an action to obtain a secondary ambulance license without a contract. The only information the Commission was given was that Mr. Jester and Mr. Deery wanted to discuss service issues in Sussex County. If the Commission voted to grant the application today, the Commission would be violating FOIA. She also advised the Commission that the application does not meet the requirements spelled out in the regulations, and the regulations do not have a waiver provision. Ms. Davis advised the Commission not to vote on the application until the regulations requirements were met. With regard to the problems with Mid Sussex Rescue, Ms. Davis advised the Commission to schedule a Rule to Show Cause hearing to have Mid Sussex Rescue Squad come before the Commission and address all of the concerns that have been made known to the Commission. This gives Mid Sussex Rescue Squad an opportunity to present why they should not lose their ambulance license. Ms. Davis could have a Rule to Show Cause letter prepared for the Commission to review in May.

It was moved by Commissioner Dicristofaro, seconded by Vice Chairman Marvel to issue a temporary ambulance license to IVFR, not to exceed 90 days, pending the submission of a complete application with the exception of a completed and executed contract. The temporary ambulance license would give Indian River Vol. Fire Company a secondary license that covers the Indian River Vol. Fire Company district. Motion failed by a roll call vote.

Commissioner Roberts –	No, accepting legal advice by the Deputy Attorney General.
Commissioner Dicristofaro –	Yes
Commissioner Walius -	No, accepting legal advice by the Deputy Attorney General.
Vice Chairman Marvel -	Yes
Chairman Robinson -	Abstained
Commissioner Sharp -	Absent
Commissioner Truitt -	No, accepting legal advice by the Deputy Attorney General.

NEW BUSINESS

No report at this time.

GENERAL INFORMATION

Case No. 1721 – Execute Order

The Order of Case No. 1721 Heather Helmer was circulated for signatures and administrative processing.

2018 EMT Recertification Update

- 507 EMTs Recertified – 199 Decertified
- 2018 Decertified List – Available

March 31, 2018 is the first full cycle of EMT Recertification's processed completely by the Fire Prevention Commission since transferring these duties from the Fire School. Ms. Lambertson reported that the task was completed without any lingering concerns. Ms. Elizabeth Carey did an outstanding job and is to be commended.

A list of decertified EMTs was emailed to the President, Chief and EMS Officer of each fire and private company statewide, as well as an individual email to each decertified Delaware EMT. The Fire Prevention Commission also has a list of Certified Delaware EMTs on their website that is updated the 1st of each month.

Blades Vol. Fire Company – Audit Committee Recommendations

The Commission reviewed Audit Compliance Committee advisory comments from the Blades Vol. Fire Company review. Their audit was received and is in compliance with the State Fire Prevention Commission regulation.

Memorial Vol. Fire Company – Audit Committee Recommendations

The Commission reviewed Audit Compliance Committee advisory comments from the Memorial Vol. Fire Company review. Their audit was received and is in compliance with the State Fire Prevention Commission regulation.

CORRESPONDENCE

None.

MISCELLANEOUS INFORMATION

No report at this time.

REPORT OF THE COMMISSIONERS

Chairman Alan Robinson Jr.

Chairman Robinson reported that he attended the Monthly Fire Prevention Commission Meeting, DEMSOC Meeting, Citizens Hose Fire Company Board of Directors' Meeting, and Protocol Meeting at DHCI in Smyrna.

Vice Chairman Ron Marvel

Vice Chairman Marvel reported that he attended the Monthly Fire Prevention Commission Meeting, Seaford Fire Department Meeting, Sussex Firefighters Meeting, Dover Auditors Report Meeting, Kent County Firefighters Meeting, Delaware State Fire Chiefs Meeting, and Dagsboro Vol. Fire Departments 75th Anniversary.

DATE OF NEXT MEETING

May 15, 2018 – 9:00 AM
Commission Chamber
Delaware Fire Service Center
1463 Chestnut Grove Road
Dover, DE 19904

ADJOURNMENT

It was moved by Commissioner Dicristofaro, and seconded by Commissioner Roberts that the meeting be adjourned. Motion carried by a unanimous vote. The meeting was adjourned at 11:31 a.m.

Respectfully submitted,

Sherry R. Lambertson

Sherry R. Lambertson
Executive Specialist

sl/